

15.0 Reporting

15.1 RFLMA Reportable Conditions

Section 6.0 of Attachment 2 to RFLMA defines reportable conditions and the required response if a reportable condition is observed. These conditions are provided for convenience in Table 15–1; however, RFLMA (Attachment A2) should be consulted for the legally binding list of conditions and responses.

Table 15–1. RFLMA Reportable Conditions

Reportable Condition	Response
Exceedances of surface water standards at surface water and groundwater monitoring locations consistent with the flowcharts in Attachment 2 to RFLMA	Inform CDPHE and EPA within 15 days of receiving inspection reports or validated data. See Section 6.0 of Attachment 2 to RFLMA for additional actions.
Evidence of significant erosion in areas of residual subsurface contamination	Inform CDPHE and EPA within 15 days of receiving inspection reports or validated data. See Section 6.0 of Attachment 2 to RFLMA for additional actions.
Evidence of adverse biological conditions	Inform CDPHE and EPA within 15 days of receiving inspection reports or validated data. See Section 6.0 of Attachment 2 to RFLMA for additional actions.
Conditions affecting the effectiveness of the landfill covers	Inform CDPHE and EPA within 15 days of receiving inspection reports or validated data. See Section 6.0 of Attachment 2 to RFLMA for additional actions.
Evidence of violation of the institutional controls	See Section 6.0 of Attachment 2 to RFLMA for reporting requirements. (Note: First report is required within 2 days.)
Physical control failure that adversely affects the remedy	Inform CDPHE and EPA within 15 days of receiving inspection reports or validated data. See Section 6.0 of Attachment 2 to RFLMA for additional actions.
Other abnormal conditions that adversely affect the remedy	Inform CDPHE and EPA within 15 days of receiving inspection reports or validated data. See Section 6.0 of Attachment 2 to RFLMA for additional actions.

When a reportable condition is observed and reported, the RFLMA parties will consult. The results of the consultation process will be recorded and approved in accordance with the process described in Section 15.2.1 of this RFSOG.

15.2 Routine Reporting

15.2.1 RFLMA-Required Reporting

Record of Consultative Agreement

RFLMA references the use of contact records to document CDPHE oral approvals of field modifications to implement approved response actions (see RFLMA paragraph 34). RFLMA Attachment 2 also references the use of contact records to document the outcome of consultation related to addressing any reportable conditions (see RFLMA Attachment 2, Section 6.0). Finally, the *Rocky Flats Site Legacy Management Public Involvement Plan* (PIP), RFLMA Appendix 2, also provides that a contact record of consultative process discussions between the RFLMA parties will be made available to the Rocky Flats Stewardship Council and other interested stakeholders as early in the process as is practicable following signature approval by the parties.

The PIP process to make contact records available is implemented by posting contact records on the Rocky Flats public website, and providing timely notice to stakeholders that the contact record is posted by an e-mail message.

The RFLMA parties agreed, as documented in RFLMA Contact Record 2007–08, that the status of actions or activities in RFLMA contact records will be documented by DOE from time to time, and included in RFLMA quarterly and/or annual surveillance and maintenance reports for tracking purposes. The RFLMA parties also agreed that to facilitate the status reporting contact records should include a short discussion of the anticipated actions or activities to close out the RFLMA contact record.

An example of a complete contact record is provided in Appendix C.

A draft contact record will be prepared by Rocky Flats staff responsible for the subject matter within 1 week of the completion of consultation and contain, at a minimum, the following information:

- Date of the consultation;
- Unique number of the contact record (YEAR-unique sequential number);
- Description of the topic of the consultation;
- Technical backup information as required;
- Description of the resolution including technical justification as required; and
- Criteria to complete the actions covered by the consultation and close out the contact record.

The draft contact record will be reviewed by the LMS Site manager and DOE-LM Site manager for approval to send to CDPHE via email. CDPHE is responsible for coordinating review, as necessary, with EPA. The appropriate representative from each of the three RFLMA parties is the individual listed in Attachment 3 to RFLMA. The staff person responsible for preparing the contact record (the originator) will send the approved draft to CDPHE for review and approval and coordinate with staff and the DOE-LM Site manager in making any changes necessary to obtain approval.

Upon approval, the originator will add the approval date to the contact record and remove the draft designation. The draft contact record, approval documentation, and final contact record will be kept in an electronic Contact Record share folder maintained by Rocky Flats. The share folder will also contain a contact record tracking log sheet organized by contact record number.

The LMS Site manager will review the tracking log sheet monthly and direct staff, as appropriate, to properly maintain accuracy and timeliness of entries.

When a contact record has been approved and is final, the originator will coordinate with the Rocky Flats public affairs staff to have it posted to the Rocky Flats public website following the DOE-LM protocol for posting documents. Rocky Flats public affairs staff will also notify stakeholders when the contact record is posted, in accordance with the PIP.

Environmental Monitoring

Results of environmental monitoring will be reported in three quarterly reports and one annual report each year. The quarterly reports will provide data; the annual report will provide the evaluation of those data. The required contents of each report are provided in Section 7.2 of Attachment 2 to RFLMA.

Each quarterly report will be posted on the DOE-LM website by the 15th of the fourth month after completion of the quarter covered by the report. The annual report will be posted on the DOE-LM website by April 30 of the following year. If the official required date for posting falls on a weekend or holiday, the report will be posted on the first business day after the required date. The final report will be provided to the DOE-LM Site manager for review at least 5 business days before the report is submitted to Document Production.

A summary presentation of each report will be provided to the Rocky Flats Stewardship Council at an appropriate regularly scheduled meeting. Additional technical discussions on data contained in the reports will be scheduled with members of the Stewardship Council or the public as requested by DOE-LM.

Annual Site Inspections and Maintenance

RFLMA requires an annual report documenting Site inspection and maintenance. This report will be included in the annual report discussed above and will include information identified in RFLMA as well as information compiled as a result of the Site inspections performed in accordance with Section 5.0 of this RFSOG.

Landfill Monitoring and Maintenance

Monitoring includes periodic inspections described in the OLF and PLF M&M Plans (Attachments D1 and D2, respectively) at the frequencies specified in RFLMA Attachment 2, Table 3. Annual reports are required for the OLF and PLF, as described in the M&M Plan for each landfill and RFLMA Attachment 2. These reports will be included in the RFLMA annual report discussed above.

Pond Discharge Notification

For routine pond discharges, downstream water users will be notified in accordance with Figure 13 of Attachment 2 to RFLMA (Section 6.1.11). Ponds will be operated to maintain dam safety regardless of the status of pond sampling or notification status; however, downstream users will be notified promptly even if an emergency discharge is required.

Geospatial Environmental Mapping System

Environmental monitoring data will be posted to the GEMS website (available to the public via the DOE-LM website) after data validation and QA are complete. Procedures for data validation, QA, and loading into SEEPro/GEMS are described in Section 8.3 and Section 8.4.

15.2.2 DOE-Required Reporting

Monthly reports to DOE are prepared in accordance with contract and task order requirements.

15.2.3 Other Routine Reporting

Other routine reports are required by various agencies and organizations. Table 15–2 summarizes routine reports not otherwise discussed earlier in this section.

Monitoring Wells

Monitoring wells will be installed and abandoned in accordance with the applicable requirements in the SAP and Water Well Construction Rules (State of Colorado 2005). In addition, associated documentation that may be required will be completed. Documents that may be required by the State of Colorado are described in the Colorado Division of Water Resources, Groundwater Information and Well Permitting web page (see <http://water.state.co.us/groundwater/groundwater.asp>; see also State of Colorado 2006 for additional clarification with respect to monitoring wells at CERCLA and RCRA sites). This topic is discussed further in Section 7.2 and Section 13.9.

Table 15–2. Other Routine Site Reporting

Report	Agency	Driver	Due Date
Preble's Mouse Mitigation Monitoring Report for the Programmatic Biological Opinion at the Rocky Flats Environmental Technology Site. Annual Report. Biological Opinion: ES/LK-6-CO-04-F-012	USFWS	Biological Opinion: ES/LK-6-CO-04-F-012	Annually on 12/1
Preble's Mouse Mitigation Monitoring Report for the East Shooting Range Remediation Project at the Rocky Flats Environmental Technology Site. Annual Report. Biological Opinion: ES/LK-6-CO-04-032	USFWS	Biological Opinion: ES/LK-6-CO-04-032	Annually on 12/1
Preble's Mouse Adaptive Management Plan (plan has still to be finalized with USFWS and DOE). Biological Opinion: ES/LK-6-CO-04-F-012	USFWS	Biological Opinion: ES/LK-6-CO-04-F-012	2008 and 2010 reports based on current language in plan
Annual Wetland Mitigation Progress Report. Rocky Flats, Colorado, Site Wetland Mitigation Monitoring and Management Plan	EPA	Rocky Flats, Colorado, Site Wetland Mitigation Monitoring and Management Plan	Annually on 3/1
903 Lip Area Wetland Monitoring Report	EPA	Letter from EPA	3/1/07 last report unless required to continue
USACOE Nationwide Permit #27 Certificate of Completion (from dam breach activities)	USACOE	USACOE Nationwide Permit #27	Due in 3 to 5 years after mitigation wetlands establish
USACOE Nationwide Permit #27 Certificate of Completion (from Site closure land configuration activities)	USACOE	USACOE Nationwide Permit #27	Due in 3 to 5 years after mitigation wetlands establish
Colorado Noxious Weed Act monitoring/reporting	Colorado Department of Agriculture	Colorado Noxious Weed Act	Annually (if due)
Dam Safety Inspection Report	Colorado State Engineer	Colorado Rules and Regulations for Dam Safety and Dam Construction	Every 6 years starting in 2007
Monthly Water Lease Report	City of Broomfield	Water Lease Agreement between DOE and the City of Broomfield	Monthly on the 1st business day of each month (covers previous calendar month)
Bi-Weekly Water Lease Report	City of Broomfield	Water Lease Agreement between DOE and the City of Broomfield	Monthly on the 1st business day 2 weeks following the Monthly Report (covers preceding period back through 1st calendar day of current month)
Event Water Lease Report	City of Broomfield	Water Lease Agreement between DOE and the City of Broomfield	EVENT: Daily during a significant runoff event (see Lease)
Event Water Lease Report Summary	City of Broomfield	Water Lease Agreement between DOE and the City of Broomfield	EVENT: Following a significant runoff event (see Lease)
Pond Status Reports	See O&M Plan for Site Dams	Informal agreement	Monthly on the 1st business day of each month
RCRA 3016 Report	DOE and CDPHE	RCRA	Biannually

Note: Regulatory reports will be deleted from the list once concurrence from the agencies that no longer require the reports is received.

15.3 Emergency/Incident Notification

Emergency/incident notification should be initiated as soon as possible; however, the first priority is to obtain emergency assistance as required to address the problem. Personnel safety and medical treatment ALWAYS take first priority. Emergency response is covered in Section 11.0 of this RFSOG. Prompt notification of management is important given that some types of emergencies require notification to DOE-HQ within 2 hours of the incident. Note that incidents requiring notification to LMS management include occurrences in addition to true emergencies. If an event is unexpected or out of the ordinary, report the event to your supervisor or the LMS Site manager, who will determine if incident reporting is required. Reportable incidents can include security issues, workplace violence, government property damage, and near misses.

Emergency notification is addressed in the following DOE-LM and LMS documents and procedures:

- LMS/POL/S04321, *Health and Safety Manual*;
- LMS/POL/S04326, *Comprehensive Emergency Management System*; and
- *Emergency Response Plan for the Rocky Flats Site Dams* (Attachment B2).

In general, the emergency notification procedure for the Site includes the following steps:

- [1] Immediately notify your supervisor or the LMS Site manager.
- [2] The LMS Site manager notifies DOE-LM and LMS management.
- [3] DOE-LM, with assistance from the LMS Site manager or other Site personnel as necessary, notifies the regulatory agencies and/or local communities.
- [4] H&S personnel evaluate to determine whether DOE occurrence reporting is necessary in accordance with Section 4.1 of the *Health and Safety Manual*.

Table 15–3 provides contact information for emergency notifications. In general, notification to outside agencies such as EPA and CDPHE is performed by DOE-LM, not by Site personnel. Exceptions may occur at the discretion of the DOE-LM Site manager and the LMS Site manager. An emergency notification call tree has been established for notification of DOE and LMS Site management in emergencies and has been provided to personnel who are responsible for notification.

Table 15–3. Contact Information for Emergency Notifications

Name	Organization	Telephone	Email
Scott Surovchak	DOE-LM Site Manager	720-377-9682 office 303-653-6750 cell	scott.surovchak@lm.doe.gov
Carl Spreng	CDPHE	303-692-3358	carl.spreng@state.co.us
Vera Moritz	EPA Region 8	303-312-6981	moritz.vera@epa.gov
Linda Kaiser	LMS Site Manager	720-377-9679 office 303-862-0140 cell	linda.kaiser@lm.doe.gov
Rick DiSalvo	Deputy LMS Site Manager	720-377-9674 office 303-819-7150 cell	rick.disalvo@lm.doe.gov
24-hour emergency telephone		877-695-5322	
MIE Properties	Owner of Rocky Flats Dover Street office building	303-278-7676 (provides after-hours emergency number)	

15.4 CERCLA 5-Year Review

The CERCLA process requires a periodic review, generally at 5-year intervals, to evaluate whether the implemented remedy remains protective of human health and the environment. The 5-year review will determine whether remedy components will be continued, modified, or discontinued. EPA has published a guidance document (EPA-OSWER Directive 9355.7-03B-P or subsequent EPA directives; EPA 2001a) on the review process used to assist in preparation of the review and associated report.

The schedule for the Rocky Flats Site CERCLA 5-year reviews was established by the first 5-year review, issued in July 2002. RFLMA established the date for the second CERCLA 5-year review process in 2007, and subsequent reviews will follow the same submittal schedule. The review report is to be submitted to EPA by August 1 of the fifth year after the previous review to allow for EPA approval by September 17 of that year.

The second 5-year review (issued in September 2007) documented that the periodic review addresses the COU.

In accordance with Attachment 2 to RFLMA, the public will be notified when the reviews are conducted and results of the reviews will be made public; however, there will be no formal public comment process.

Subsequent reviews will be conducted at 5-year intervals until such time as EPA determines that CERCLA periodic reviews are no longer required.

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